

TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR	CONTRACT NO./TASK NO.	JOB ORDER NUMBER	APPROPRIATE
QSS Group, Inc.	NAS5- 99124 TASK NO. 146 AMENDMENT	581-315-30-33-89	99

TASK TITLE: (NTE 80 characters; include Project name)

Computer Operator Services for Various Projects

APPROVALS: (Type or print name and sign)

ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)

Edwin Fung <i>Edwin Fung</i>	DATE 9-14-99	ORG CODE 584	MAIL CODE 584	PHONE 301-286-7347
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Barbara Pfarr <i>Barbara Pfarr</i>	DATE 9-14-99	CODE 584	PHONE 301-286-2058
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CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR) Robert S. Lebair, Jr. <i>Robert S. Lebair, Jr.</i>	DATE 9/15/99	CODE 560	PHONE 301-286-6588
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FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE? (IF YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)	CONTRACTING OFFICER'S QUALITY REP.	DESIGNATED FAM:
<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES		

The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.	(To be completed by Contracting Officer) C.O. Requested Quote on: Date: SEP 17 1999
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Contractor will develop specification or statement of work under this task for a future procurement. NO YES

Flight hardware will be shipped to GSFC for testing prior to final delivery. NO YES N/A

Government Furnished Property/Facilities: NO YES -- SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)

Onsite Performance: NO YES If yes: TOTAL PARTIAL
If partial, indicate onsite work in SOW by asterisk (*)

Surveillance Plan Attached: NO YES

Highlighted Contract Clauses: (to be completed by Contracting Officer)
Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be October 1, 1999.

INCENTIVE FEE STRUCTURE (check one)

(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)

	No. 1	No. 2	No. 3	<u>X</u> No. 4	No. 5
Cost	10%	50%	25%	25%	10%
Schedule	15%	25%	25%	50%	20%
Technical	75%	25%	50%	25%	70%

(To be completed by Contracting Officer)

The target cost of this task order is \$ 54,378.
 The target fee of this task order is \$ 3,535.
 The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 57,913.
 The maximum fee is \$ 5,166.
 The minimum fee is \$0.

AUTHORIZED SIGNATURE

THIS TASK ASSIGNMENT IS ISSUED ACCORDING TO THE CONTRACT CLAUSE "TASK ASSIGNMENTS AND REPORTS"

Lorrie L. Eakin
SIGNATURE OF CONTRACTING OFFICER

12/9/99
DATE

Lorrie L. Eakin
Contracting Officer

TYPED NAME OF CONTRACTING OFFICER

CONTRACTOR'S ACCEPTANCE

AUTHORIZED SIGNATURE

DATE

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QSS Group, Inc.	NAS5- 99124	146	

Applicable paragraphs from contract Statement of Work: Function 2D6

STATEMENT OF WORK: (Continue on blank paper if additional space is required)

(This is a follow-on to Task 18 under this contract. Task start date is 10/1/99.)

The contractor shall provide computer operator support for ASIST workstations for multiple flight projects:

- (1) Provide periodic full backups of the workstations for various flight projects used to support I&T, operations and software development;
- (2) Keep multiple versions of system backups (minimum of 3) and maintain a library of tapes;
- (3) Provide periodic full backups of the Code 560 Oracle server;
- (4) Provide restoration of backed-up data from tape in case of disk failures or when users accidentally/inadvertantly delete data;
- (5) Perform periodic cleaning of the workstation backup peripherals
- (6) Maintain adequate ADP supplies necessary to perform backups;
- (7) Maintain database of project support equipment

PERFORMANCE SPECIFICATIONS:

90% of the scheduled backups shall be performed within 1 day of their scheduled dates unless equipment fails or the equipment user postpones the backup.
Progress report shall indicate the number of backups performed and any problems encountered.

APPLICABLE DOCUMENTS:

Not applicable.

TASK END DATE: 9/30/00

MILESTONES/DELIVERABLES AND DATES:

Weekly and monthly system backup tapes
Monthly progress reports

PERFORMANCE STANDARDS:

Schedule: On-time delivery of above deliverables
Technical: Acceptance of deliverables by the ATR

FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):

Edwin Fung, Building 23, W-209